



DEPARTMENT OF PERSONNEL

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MEMO PERD #31/01

October 9, 2001

TO: All Payroll Clerks
FROM: Jeanne Greene, Director
Department of Personnel
SUBJECT: STANDARD DAYLIGHT TIME

Standard Daylight Time will begin on Sunday, October 28, 2001, at 2:00 a.m. Employees who are working a shift during this time will gain an hour of work.

As explained in NAC 284.220, subsection 2:

"An employee, other than an excluded classified employee or excluded unclassified employee, who is required to work an additional hour during his scheduled shift because of a change of time to standard daylight time is entitled to receive overtime for pay or compensatory time as approved by the agency."

If you have additional questions, please contact the Department of Personnel's Central Payroll section at (775) 687-4218.

JG:cp

cc: Agency Personnel Liaisons
Agency Personnel Representatives